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Rare Book and Manuscript Library

Quarterly Report, April - June 1984
and Summary for 1983 - 1984

Introduction

Significant progress was made on the new quarters for the Library during the fourth quarter of the year, and, despite some delivery and scheduling delays, completion is projected for mid-October as in the original plan. During the past quarter plaster work has virtually been completed, the copper roof has been finished, the skylight has been installed and glazed, sheetrock has been installed in most wall and ceiling areas (with the exceptions of the main entrance area and the south wall), the framework of the exhibition cases has been installed, and the office and work spaces on the mezzanine level have been partially completed. Fund-raising activities continue, and during the final quarter significant contributions were received from Dr. Corliss Lamont, Mr. and Mrs. Alan Kempner, Mrs. Nelson Rockefeller and the Bakhmeteff Fund. We have also continued to explore additional funding possibilities with Mrs. George D. Woods and several additional major prospects. Funds for the eighteenth century furniture for the Donors Room, ordered from the Kittinger Company, are being contributed by Mrs. Donald F. Hyde, who is also donating a Sheraton breakfront which is now being restored and is scheduled to be delivered to the Library on November 1. Preliminary plans have also been made for the dedication of the new Library, scheduled for December 4 and 5. Work was completed in June on the text for the book to be published on the occasion of the opening of the Library, and copy has subsequently been delivered to Harbor Press. Approximately sixty photographs of the major treasures were taken by Seymour Bram and Martin Mesick of the Reprography Department, and these have been sent to Publicity Engravers for the plates to be made. The book has been scheduled for completion in November in time for the dedication.

We received notification in June from the Office of University Investments that the first distributions from the Jack Harris Samuels Trust had been received, approximately $103,000. In accordance with the provision of the will under which the trust was established, the principal will be endowed and the income produced will be used for the purchase of rare books and manuscripts that relate to the late Mr. Samuels's collecting interests, notably American and English literature of all periods. A final distribution to be received in the next few months will complete the bequest.

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Collection development. The collections increased during the last quarter of the year through 43 separate donations which added 2,882 books and 62,911 manuscript items; the total for the year now stands at 171 donations, comprising 3,921 books and 165,748 manuscript items. The total appraised or estimated value of the year's gifts is $524,584.51, of which $167,637 represents gifts from individual Friends of the Libraries. The Bennett Cerf library, presented by Mrs. Phyllis Cerf Wagner, numbering approximately four thousand books and manuscripts, is the most impressive collection accessioned during the last quarter, and indeed during the entire year; its strong holdings of contemporary English and American literature strengthen considerably our resources in these areas. In addition, gifts of printed materials have included the B.W. Huebsch library presented by Mr. Ian Huebsch, the Frances Henne Collection of Rewards of Merit, and smaller but significant collections from Mrs. Solton Engel, Professor Coleman O. Parsons, Dr. Kenneth Rapoport and Mr. Gordon N. Ray. Foremost among the noteworthy books received during the year was that donated by Professor Eleanor M. Tilton: a first edition of Anthony Trollope's Sir Harry Hotspur of Humblethwaite, 1871, inscribed by the author to George Eliot. Outstanding among the manuscript collections acquired were the papers of Charles Evans Hughes presented by his descendents, the correspondence of the literary agent Blanche Gregory which included 269 letters from Joyce Carol Oates, the papers of the James Joyce scholar Nathan Halper presented by his widow, the papers of the author Eli Cantor, the archive relating to The Law Practice of Alexander Hamilton donated by Columbia University Press, and the papers of Columbia faculty members Bernard Barber, Moses Hadas and A. Arthur Schiller. Significant additions were also made to the papers of James L. Clifford, Curtis Brown Ltd., Robert Gorham Davis, Paul Kristeller, John Masefield, Leon Roudiez, F.C. Schang, George D. Woods

and Herman Wouk. Among the numerous single manuscript items acquired, the following four may be singled out for special mention: the letter written by President Abraham Lincoln to President Charles King, June 26, 1861, acknowledging the University's honorary degree, presented by the family of A.R.B. Haldane; the 1885 photograph of Herman Melville donated by James Gilvarry; the holograph manuscript of George Santayana's The Middle Span, the second volume in Persons and Places, presented by Dr. Corliss Lamont, thereby completing the holdings of the three manuscripts in the author's autobiographical series; and the laboratory notebook of Harold M. Lewis kept in 1918-1919 while working with Edwin H. Armstrong on the superheterdyne circuit, the basis for most radio, television and radar receivers. A fuller record of gifts and major purchases is printed in each issue of Columbia Library Columns under "Our Growing Collections." Purchased during the year by means of endowed funds and general income were 76 books, 171 manuscripts and five collections of papers and other research materials.

On June 26 the librarian and a representative of the University Development Office traveled to Washington, D.C, to examine in detail the W. Averell Harriman papers and files of memorabilia which are housed at the Harriman home in Georgetown. Preliminary plans were subsequently made for the transfer of the collection to the University, and a draft budget was prepared for the staffing, equipment, administrative and clerical costs relating to the cataloging of the papers. It is anticipated that in the first quarter of the next fiscal year plans will be made to have the collection moved to the campus and archival work begun.

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May 27 - September 19, 1984

Gifts 1983. September 21 - December 14, 1983

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In mid-May the administration of the third floor Butler Library exhibition space was transferred to the office of the Humanities and History Division. The Rare Book and Manuscript Library will henceforth be responsible for the exhibition program in the new Library, which will provide approximately four times the space available on the third floor of Butler Library. In the new quarters we plan to mount four exhibitions each year, two of which will coincide with receptions given by the Friends of the Libraries; these will be mounted in the exhibition area on the east side of the Library. The

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Rare Book Department. The final quarter of fiscal 1983-1984 was a period during which plans continued to be made for the move to the renovated quarters for the Rare Book and Manuscript Library. These plans included arrangement of reference materials, incunabula catalogs, and manuscript catalogs in the Reference Center and in the reading rooms. Although the integration of the reference staffs from the Rare Book Department and Manuscript Department began over a year ago, the departure of the Curator of the Bakhmeteff Archive and of the manuscript reference librarian offered an opportunity for the staff of the Rare Book Department to have intensive experience doing manuscript reference work.

On September 21, the Rare book Reading Room was moved to the south end of the main aisle on stack 12 to enable construction work in the renovated areas to proceed. Although the area provides seating for nine readers, which is only a few seats less than in Room 654, there is undeniably a tight feeling in the area and there has been some disturbing construction noises; this may account for a decline in reader visits during the past year. There were 2,623 reader visits. Although there were fewer readers using the reading room, they made more extensive use of our materials. The total number of items

circulated was 11,862, of which 396 were manuscripts.

In the area of bibliographic control, the arrearages decreased by 20 volumes to 59,928 volumes. There were a total of 4,320 volumes added, including 3,933 by gift (including 12 received from Gifts and Exchange), ca. 250 volumes transferred from other departments, 77 purchased on departmental funds, and 60 purchased on other funds. Of the volumes received by the department or already in the department, 2,476 monographs were cataloged, 62 serials added, 1,351 volumes sent to Gifts and Exchange or other departments, and 274 volumes put into collections "not to be cataloged." Important collections that have now been completely cataloged during the year include Benjamin Nelson, Marjorie Nicholson, Gerhardt Hauptmann, and Virginia Gildersleeve; some of these collections were received as long ago as 1962. Within the department 6,000 preliminary bibliographic records were typed for new gifts, such as those from Phyllis Cerf Wagner, Frances Henne, Coleman O. Parsons, and Stuart Schimmel, and for material in the Haldemann-Julius and the Plimpton Collections.

A major housekeeping project, the vacuuming and dusting of all of the books, manuscripts, and shelves, was begun during the past year and is now 85 percent completed. Other preservation activities during the past year included the restoration of the James Sharples portrait of John Bard and the Godfrey Kneller portrait of Lady Mary Wortley Montagu. For the second year the number of rare books (72) sent to the fine binder has increased. The number sent for treatement, however, does not exceed the 1980-81 level and continues to be a small precentage of our actual requirements. The Columbia Universiy Libraries bindery substantially increased their work for the department over the past year: 134 board portfolios and 112 repairs (77 rare books, 35 reference books) were done for the department. The Rare Book Department used 557 Gaylord binders.-- Rudolph Ellenbogen, Assistant Librarian, Rare Books.

Manuscript Department. During the fourth quarter twenty new collections and substantial additions to existing collections were processed, half of which were received since April 1. The processing backlog referred to last quarter has been eliminated and only one collection received in June remains to be processed during the next quarter. Before leaving the Department for a new position, Mary B. Bowling finished unpacking and rough sorting the Non-Sectarian Anti-Nazi League Papers, a collection that we had in storage for over six years. One of the most important series, the Boycott [of Nazi products] Files were transferred to acid-free folders and fully arranged. During 1983/84 approximately 171,148 manuscript items were added to the holdings of the Department (including the Lehman Suite and the Bakhmeteff Archive) by gift, purchase and transfer. bringing the total holdings as of June 30, 1984,to approximately 22,152,060 items. The total number of separate and distinct collections has increased by 28 (Manuscript Department, 26; Bakhmeteff Archive, 2) from last year's total of 1,942 to this year's total of 1,971 collections. Last year approximately 325,516 manuscript items were processed (Manuscript Department, 248,232; Bakhmeteff Archive, 77,194;

Lehman Suite, 90). Of the total number of manuscripts processed, 10,260 individual letters, manuscripts and documents were cataloged (Manuscript Department, 8,367; Bakhmeteff Archive, 1,896; Lehman Suite, 7).

Reference requests by mail have continued to be as numerous and as complex as reported in previous quarters, placing a heavy demand on the Rare Book Department's reference librarians who have been and will continue to assist in researching mail inquries until the two vacant professional positions are filled in September; in addition, these same librarians are devoting extra hours at the Manuscript Reading Room reference desk. During the weeks of June 11-15 and 18-22 the Reading Room was filled to capacity on several days straining both staff and facilities, but with the new quarters opening at the end of 1984, we should not have to face such overcrowding in the future. Although in recent years we have usually been able to prepare complete bibliographical finding aids for our new collections down to the folder heading level where warranted, a number of large, important old collections have suffered from the lack of such detailed guides. During the past year we made significant progress on one long term project: refining, refoldering and typing a folder heading list for papers of the Institute for Pacific Relations. Of the more than 450 boxes of this archive, the McCarran Committee Files is the only major series left to be completed during the year ahead. The completion of the project coincides with a recent proposal from the former officers of the organization who are seeking a grant to have these valuable historical records on U.S.- Asian relations microfilmed.

The total circulation in the Manuscript Reading Room for 1983/84 was 2,526,830 manuscript items (including the Bakhmeteff Archive but excluding the Lehman Suite). Over one-half million more items circulated this year as compared to last year. The total number of reader visits to the Manuscript Reading Room was 1,743 (including the Bakhmeteff Archive) but excluding the Lehman Suite), an increase over last year's figure of 1,681 visits. 50,214 photocopy exposures (including the Bakhmeteff Archive and the Lehman Suite) were made by the department for readers, an increase of 18,860 exposures over last year's figure of 31,354.--Bernard R. Crystal, Assistant Librarian, Manuscripts.

Bakhmeteff Archive. There has been no processing of new collections or additions to existing collections since January 1984, when the former curator resigned. The new curator, who will join the staff on September 4, will begin processing the Bacherac Papers, the Library of Boris Bakhmeteff, the Boutzilo Family Papers and additions to the Vernadsky and Zernov Papers. During 1983/84, 2 new collections were added to the Archive, raising the total number of collections from 897 to 899. Approximately 41,600 manuscript items were added to the Archive during the last year by gift, purchase and transfer, increasing the total holdings of the Archive from 1,116,000 to 1,157,600

items. For processing statistics see Manuscript Department report above.

50 readers used 162,155 manuscripts items in 1983/84, and even though we had no curator for six months and only part-time page service by the 3 Archive GA/BAs, the staff of the Manuscript Department was able to provide minimum service for readers. The Assistant Librarian for Manuscripts handled all reference inquiries in person and by mail, and in instances where knowledge of Russian or other Slavic languages was required to answer specific questions about individual documents, we called on Ms. Olha della Cava, SLS Librarian, a former Assistant Curator of the Archive, for assistance.

During the fall semester the new curator will have six processing projects awaiting her and will participate with the rest of the Division's staff in learning the RLIN AMC system so that the Bakhmeteff collections can be entered into the data base during the coming year.--Bernard R. Crystal, Assistant Librarian, Manuscripts.

Columbiana Library. During the last quarter, the curator has accessioned and has begun processing two large photograph collections: one from the Office of Alumni Affairs and another from the Physics Department. The latter includes portraits of important scholars and professors, such as I. I. Rabi, Enrico Fermi and John R. Dunning. The curator has received as gifts several scrapbooks with rare early photographs of Columbia, and the Library has acquired by purchase a hitherto unknown blue crystal plate with Columbia's seal and crown and other symbols, issued in 1929 commemorating the University's 175th year. we have been host to many foreign visitors, especially from the Orient, and we note that once again the Columbiana Library is listed in the Michelin Guide to New York City which leads scores of French and other European visitors into our domain. The Columbiana Library is also included in the on-line computer directory located on the ground floor of the I.B.M. Gallery of Art and Science at Madison Avenue and East 57th Street.

The curator is planning to check runs of serials in order to complete those series which have missing volumes and issues. We are continuing to protect photographs, rare pamphlets, manuscripts, programs and clippings through such preservation techniques as photocopying fragile materials, encapsulation, refoldering and improving storage arrangements. The curator is adding subject headings, as well as correcting and cross-referencing headings, in the information files, as many new subjects and terms are now necessary to meet current research needs to reflect scholarly and University developments.

During the current year the curator worked with the editors of volumes 10 and 11 of The Papers of Dwight David Eisenhower, dealing with Eisenhower's Columbia years, which were published by Johns Hopkins University, and his assistance was acknowledged in

the volumes. The curator prepared a list called "The First 90 Years, A List of Original Varsity Shows and Authors," listing all the Varsity Shows with their composers, authors, lyricists, titles and dates from 1894 through 1984, which was published by the Theatre Arts Division of the School of the Arts, 17 May 1984. This list records some of the earliest efforts of theatre artists, such as John Erskine, Herman Mankiewicz, Oscar Hammerstein II, Richard Rodgers, Lorenz Hart, Herman Wouk and Terrance McNally, to name a few.--Paul R. Palmer, Curator.

Lehman Papers and Suite. Stability and progress in addressing priorities have been the hallmarks of the Lehman Suite in the past year. Physical improvements this year have included the restoration of five damaged silver pieces and the acquisition of a lucite top for the mahogany conference room table. Substantial reprocessing work has been done on the Lehman and Poletti papers to better organize and store the materials and make scholarly access to them easier. Significant progess has also been made on the processing of the Frank Altschul Papers, and some research access to those papers has already been made possible. The Suite continued to host classes and meetings, including in this quarter a meeting of the Lehman Foundation to review developments in the Suite since it became part of the Rare Book and Manuscript Library in July 1982. Research use of the Suite showed an increase over the previous year: 27 individuals made a total of 52 visits. The largest increase is reflected in the number of items circulated: 24,985, a jump of more than 75% Improvements in cataloging, together with the availability of parts of the Altschul Papers, account for much of this increase. Although the Suite prepares for a change of staff (both the present curator and assistant are leaving their positions on June 1 and June 30, respectively), the continuity of the projects and procedures of the Suite is assured.--Mary B. Bowling, Curator.

NEW MANUSCRIPT COLLECTIONS ACCESSIONED, 1984/1985

July 1985

Anderson, Wallace-Correspondence on William Vaughn Moody
Anderson Family Papers
Association of American Publishers. Professional Education for Publishing Committee Papers
Association of Book Travelers Papers
Borchardt, Inc., George-Papers
Clarke, Gilmore-Papers
Fitt, Mary Bradley-Correspondence
Halper, Nathan-Papers
Hoopes, Ned-Papers
House of Books, Inc. Papers
Jahn-Michael-Manuscripts
Lee, Porter-Scrapbook
Lehmann, William Christian-Papers
Lenormand, Henri Rene-Papers
Martyr Worthy Collection of Frederick William Rolfe
Margolies, Joseph Aaron-Papers
Miller, Peter Hahn-Transcripts of Nuremberg War Crime Trials, 1945-1947
Moross, Jerome-Papers
Nachmansohn, David-Papers
Otto Rank Association Papers
Robinson, Virginia-Papers
Taft, J. Jessie-Papers
Schaefler, Sam-Historical and Literary Letters and Documents
Swanberg, W. A.-Papers
Wessells, Helen-Papers

Bahkmeteff Archive
Kagan, Abram Saulovich-Papers
Sapir, Boris-Correspondence

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On September 21, the Rare book Reading Room was moved to the south end of the main aisle on stack 12 to enable construction work in the renovated areas to proceed. Although the area provides seating for nine readers, which is only a few seats less than in Room 654, there is undeniably a tight feeling in the area and there has been some disturbing construction noises; this may account for a decline in reader visits during the past year. There were 2,623 reader visits. Although there were fewer readers using the reading room, they made more extensive use of our materials. The total number of items

circulated was 11,862, of which 396 were manuscripts.

In the area of bibliographic control, the arrearages decreased by 20 volumes to 59,928 volumes. There were a total of 4,320 volumes added, including 3,933 by gift (including 12 received from Gifts and Exchange), ca. 250 volumes transferred from other departments, 77 purchased on departmental funds, and 60 purchased on other funds. Of the volumes received by the department or already in the department, 2,476 monographs were cataloged, 62 serials added, 1,351 volumes sent to Gifts and Exchange or other departments, and 274 volumes put into collections "not to be cataloged." Important collections that have now been completely cataloged during the year include Benjamin Nelson, Marjorie Nicholson, Gerhardt Hauptmann, and Virginia Gildersleeve; some of these collections were received as long ago as 1962. Within the department 6,000 preliminary bibliographic records were typed for new gifts, such as those from Phyllis Cerf Wagner, Frances Henne, Coleman O. Parsons, and Stuart Schimmel, and for material in the Haldemann-Julius and the Plimpton Collections.

A major housekeeping project, the vacuuming and dusting of all of the books, manuscripts, and shelves, was begun during the past year and is now 85 percent completed. Other preservation activities during the past year included the restoration of the James Sharples portrait of John Bard and the Godfrey Kneller portrait of Lady Mary Wortley Montagu. For the second year the number of rare books (72) sent to the fine binder has increased. The number sent for treatement, however, does not exceed the 1980-81 level and continues to be a small precentage of our actual requirements. The Columbia Universiy Libraries bindery substanitially increased their work for the department over the past year: 134 board portfolios and 112 repairs (77 rare books, 35 reference books) were done for the department. The Rare Book Department used 557 Gaylord binders.-- Rudolph Ellenbogen, Assistant Librarian, Rare Books.

Manuscript Department. During the fourth quarter twenty new collections and substantial additions to existing collections were processed, half of which were received since April 1. The processing backlog referred to last quarter has been eliminated and only one collection received in June remains to be processed during the next quarter. Before leaving the Department for a new position, Mary B. Bowling finished unpacking and rough sorting the Non-Sectarian Anti-Nazi League Papers, a collection that we had in storage for over six years. One of the most important series, the Boycott [of Nazi products] Files were transferred to acid-free folders and fully arranged. During 1983/84 approximately 171,148 manuscript items were added to the holdings of the Department (including the Lehman Suite and the Bakhmeteff Archive) by gift, purchase and transfer. bringing the total holdings as of June 30, 1984,to approximately 22,152,060 items. The total number of separate and distinct collections has increased by 28 (Manuscript Department, 26; Bakhmeteff Archive, 2) from last year's total of 1,942 to this year's total of 1,971 collections. Last year approximately 325,516 manuscript items were processed (Manuscript Department, 248,232; Bakhmeteff Archive, 77,194;

Lehman Suite, 90). Of the total number of manuscripts processed, 10,260 individual letters, manuscripts and documents were cataloged (Manuscript Department, 8,367; Bakhmeteff Archive, 1,896; Lehman Suite, 7).

Reference requests by mail have continued to be as numerous and as complex as reported in previous quarters, placing a heavy demand on the Rare Book Department's reference librarians who have been and will continue to assist in researching mail inquries until the two vacant professional positions are filled in September; in addition, these same librarians are devoting extra hours at the Manuscript Reading Room reference desk. During the weeks of June 11-15 and 18-22 the Reading Room was filled to capacity on several days straining both staff and facilities, but with the new quarters opening at the end of 1984, we should not have to face such overcrowding in the future. Although in recent years we have usually been able to prepare complete bibliographical finding aids for our new collections down to the folder heading level where warranted, a number of large, important old collections have suffered from the lack of such detailed guides. During the past year we made significant progress on one long term project: refining, refoldering and typing a folder heading list for papers of the Institute for Pacific Relations. Of the more than 450 boxes of this archive, the McCarran Committee Files is the only major series left to be completed during the year ahead. The completion of the project coincides with a recent proposal from the former officers of the organization who are seeking a grant to have these valuable historical records on U.S.- Asian relations microfilmed.

The total circulation in the Manuscript Reading Room for 1983/84 was 2,526,830 manuscript items (including the Bakhmeteff Archive but excluding the Lehman Suite). Over one-half million more items circulated this year as compared to last year. The total number of reader visits to the Manuscript Reading Room was 1,743 (including the Bakhmeteff Archive) but excluding the Lehman Suite), an increase over last year's figure of 1,681 visits. 50,214 photocopy exposures (including the Bakhmeteff Archive and the Lehman Suite) were made by the department for readers, an increase of 18,860 exposures over last year's figure of 31,354.--Bernard R. Crystal, Assistant Librarian, Manuscripts.

Bakhmeteff Archive. There has been no processing of new collections or additions to existing collections since January 1984, when the former curator resigned. The new curator, who will join the staff on September 4, will begin processing the Bacherac Papers, the Library of Boris Bakhmeteff, the Boutzilo Family Papers and additions to the Vernadsky and Zernov Papers. During 1983/84, 2 new collections were added to the Archive, raising the total number of collections from 897 to 899. Approximately 41,600 manuscript items were added to the Archive during the last year by gift, purchase and transfer, increasing the total holdings of the Archive from 1,116,000 to 1,157,600

items. For processing statistics see Manuscript Department report above.

50 readers used 162,155 manuscripts items in 1983/84, and even though we had no curator for six months and only part-time page service by the 3 Archive GA/BAs, the staff of the Manuscript Department was able to provide minimum service for readers. The Assistant Librarian for Manuscripts handled all reference inquiries in person and by mail, and in instances where knowledge of Russian or other Slavic languages was required to answer specific questions about individual documents, we called on Ms. Olha della Cava, SLS Librarian, a former Assistant Curator of the Archive, for assistance.

During the fall semester the new curator will have six processing projects awaiting her and will participate with the rest of the Division's staff in learning the RLIN AMC system so that the Bakhmeteff collections can be entered into the data base during the coming year.--Bernard R. Crystal, Assistant Librarian, Manuscripts.

Columbiana Library. During the last quarter, the curator has accessioned and has begun processing two large photograph collections: one from the Office of Alumni Affairs and another from the Physics Department. The latter includes portraits of important scholars and professors, such as I. I. Rabi, Enrico Fermi and John R. Dunning. The curator has received as gifts several scrapbooks with rare early photographs of Columbia, and the Library has acquired by purchase a hitherto unknown blue crystal plate with Columbia's seal and crown and other symbols, issued in 1929 commemorating the University's 175th year. we have been host to many foreign visitors, especially from the Orient, and we note that once again the Columbiana Library is listed in the Michelin Guide to New York City which leads scores of French and other European visitors into our domain. The Columbiana Library is also included in the on-line computer directory located on the ground floor of the I.B.M. Gallery of Art and Science at Madison Avenue and East 57th Street.

The curator is planning to check runs of serials in order to complete those series which have missing volumes and issues. We are continuing to protect photographs, rare pamphlets, manuscripts, programs and clippings through such preservation techniques as photocopying fragile materials, encapsulation, refoldering and improving storage arrangements. The curator is adding subject headings, as well as correcting and cross-referencing headings, in the information files, as many new subjects and terms are now necessary to meet current research needs to reflect scholarly and University developments.

During the current year the curator worked with the editors of volumes 10 and 11 of The Papers of Dwight David Eisenhower, dealing with Eisenhower's Columbia years, which were published by Johns Hopkins University, and his assistance was acknowledged in

the volumes. The curator prepared a list called "The First 90 Years, A List of Original Varsity Shows and Authors," listing all the Varsity Shows with their composers, authors, lyricists, titles and dates from 1894 through 1984, which was published by the Theatre Arts Division of the School of the Arts, 17 May 1984. This list records some of the earliest efforts of theatre artists, such as John Erskine, Herman Mankiewicz, Oscar Hammerstein II, Richard Rodgers, Lorenz Hart, Herman Wouk and Terrance McNally, to name a few.--Paul R. Palmer, Curator.

Lehman Papers and Suite. Stability and progress in addressing priorities have been the hallmarks of the Lehman Suite in the past year. Physical improvements this year have included the restoration of five damaged silver pieces and the acquisition of a lucite top for the mahogany conference room table. Substantial reprocessing work has been done on the Lehman and Poletti papers to better organize and store the materials and make scholarly access to them easier. Significant progess has also been made on the processing of the Frank Altschul Papers, and some research access to those papers has already been made possible. The Suite continued to host classes and meetings, including in this quarter a meeting of the Lehman Foundation to review developments in the Suite since it became part of the Rare Book and Manuscript Library in July 1982. Research use of the Suite showed an increase over the previous year: 27 individuals made a total of 52 visits. The largest increase is reflected in the number of items circulated: 24,985, a jump of more than 75% Improvements in cataloging, together with the availability of parts of the Altschul Papers, account for much of this increase. Although the Suite prepares for a change of staff (both the present curator and assistant are leaving their positions on June 1 and June 30, respectively), the continuity of the projects and procedures of the Suite is assured.--Mary B. Bowling, Curator.

COLUMBIA UNIVERSITY
INTERDEPARTMENT MEMORANDUM

Date 27 September 1984

To Department heads, Division chiefs, etc.

Subject The Great Statistics Search

Here is the end-product. Please examine the figures . . . If I do not hear from you by October 4th, I shall assume that everything is OK.

My thanks to everyone for their help . . .

E. Tejirian

E. Tejirian

CIRCULATION
1983/84

	CIRCULATION		RESERVE CIRCULATION		TOTAL
H & H					
Burgess	44609		0		44609
Butler Circulation	194012		0		194012
College	4230		136823		141053
Library Service	7571		18004		25575
MRR	0		23756		23756
Music	12690		29743		42433
Paterno	1961		955		2916
Philosophy	3431		658		4089
Reference, Butler	0		11074		11074
Total		268504		221013	489517
Science					
Biology	2298		13269		15567
Chemistry	3923		4965		8888
Engineering	22478		20100		42578
Geology	1935		2579		4514
Geoscience	2100		1042		3142
Math	10043		5619		15662
Physics	4756		5287		10043
Psychology	6643		15082		21725
Total		54176		67943	[illegible]
Social Science					
Business	26896		74106		101002
Journalism	1651		12796		14447
Lehman/Social Work	67440		22960		90400
Total		95987		109862	205849
Distinctive Collections					
Avery	28429		35725		64154
East Asian	26681		24761		51442
Health Sciences	35615		57971		93586
Rare Book	NA		NA		NA
	10918		9714		
TOTAL	509392		517275		1026667

Law 11,938 [illegible] 38,310 [illegible]

TOTAL 617,445 [illegible] 1,366,159

incl law

1983/84
Interlibrary Loan
(Total CUL System)

	1983/84	1982/83
Items Lent, ILL	17694	16476
Items Lent, Intra-Library Loan	13115	12750
TOTAL	30809	29226

Science Division SLIDS:	
Copies Provided	1248
Originals Provided	6
TOTAL	1254

CIRCULATION: GENERAL

	1983/84		1982/83	
	4th quarter	Annual	4th quarter	Annual
H&H	67371	265504	68693	265288
Science & Engineering	13179	54176	14474	68733
Social Science	21606	96014	26268	101191
Services	102156	415694	109435	435212
Avery	5456	28429	1029	1933
EAL	6215	26681	5795	19616
HSL	9014	35615	8851	45529
RBML	NA	NA	NA	NA
TOTAL	122841	506419	125110	502290

RESERVES CIRCULATION

	1983/84		1982/83	
	4th quarter	Annual	4th quarter	Annual
H&H	44144	220954	46692	200101
Science & Engineering	14581	67943	13798	66599
Social Science	19726	109862	21268	126065
Services	78451	398759	81758	398765
Avery	20723	35725	25494	64014
EAL	6682	25228	5910	18947
HSL	10295	57971	12696	56493
RBML	NA	NA	NA	NA
TOTAL	116151	517683	125858	538219

Dept. Records

COLUMBIA UNIVERSITY LIBRARIES

CHANGE IN SIZE OF COLLECTIONS: JULY 1, 1983 TO JUNE 30, 1984

SUMMARY SHEET: STANDARD PRINTED MATERIALS

	July 1, 1983	Total Added	Total Withdrawn	Net Change	June 30, 1984	
Humanities and History Division						
Butler Library						
Central Stacks	1,489,852	13,050	3117	9,933	1,502,785	✓
Graphic Arts Collection	14,053	67	—	67	14,120	✓
Instructional Library						
Burgess-Carpenter Library	150,815	7498	2545	4953	155,768	✓
College Library	53,758	28	1409	−1381	52,377	✓
Philosophy Library	13,530	129	2	127	13,658	✓
Library Service Library	96,956	700	174	526	97,482	✓
Music Library	54,369	380	157	223	54,592	✓
Paterno Library	20,093	215	—	215	20,308	✓
Reference Collection	39,361	902	166	736	40,097	✓
Microform - Butler		51		51		
TOTAL: HUMANITIES & HISTORY DIV.	1,932,787	23,020	7570	15,341	1,948,237	OK
Science and Engineering Division						
Biological Sciences Library	41,780	555	616	−61	41,719	✓
Chemistry Library	36,585	382	90	292	36,877	✓
Engineering Library	176,267	1827	107	1720	177,987	✓
Geology Library	81,299	587	11	576	81,875	✓
Geoscience (Lamont) Library	21,632	272	—	272	21,904	✓
Mathematics Library	26,133	439	99	340	26,473	✓
Physics Library	24,579	362	148	214	24,793	✓
Psychology Library	27,724	431	35	396	28,130	✓
Science Library	71,195	171	2	169	71,364	✓
TOTAL: SCIENCE & ENGINEERING DIV.	507,194	5026	1108	3918	511,112	OK
Social Science Division						
Business Library	337,231	2,319	290	2,029	339,260	✓
Documents Service Center *	49,060	21,012	7,285	13,727	62,787	✓
Journalism Library	14,284	101	51	50	14,334	✓
Lehman Library	198,912	7,385	227	7,158	206,070	✓
Social Work Library	121,336	1,045	—	1,045	122,381	✓
TOTAL: SOCIAL SCIENCES DIVISION	720,823	31,862	7,853	24,009	744,832	OK
Distinctive Collections						
Avery Library **	126,675	2,875	169	2706	129,381	✓
Fine Arts Library	75,519	1,421	103	1318	76,837	✓
Ware Library	8,372	1162	NA	1162	8,534	✓
East Asian Library	458,500	12,712	317	8,727	467,227	✓
Health Sciences Library	381,955	7,459	3,632 / 526	6,933	388,888	✓
Law and International Law Library	644,213	13,005	1177	11,828	656,041	✓
Rare Book and Manuscript Library	391,754	3,030	NA	3030	394,784	✓
Columbiana	22,640	1028		1028	23,668	✓
TOTAL: DISTINCTIVE COLLECTIONS	2,109,628	41,692	5,924	35,732	2,145,360	✓
TOTAL CHANGE IN SIZE OF COLLECTIONS:	5,270,432	101,600	22,455	79,109	5,349,541	OK

* including paper document, maps + atlases

** add: 6 collections including correspondence, sketchbooks, photographs etc

COLUMBIA UNIVERSITY LIBRARIES

CHANGE IN SIZE OF COLLECTIONS: JULY 1, 1983 - JUNE 30, 1984
SUMMARY SHEET: MICROFORMS

	MICROFORM REELS		MICROFICHES		MICROCARDS		MICROPRINTS		ALL MICROFORMS	
	Net Added	6/30/84	Net Added	6/30/84	Net Added	6/30/84	Net Added	6/30/84	Net Added	6/30/84
Humanities & History Division										
Library Service Library	1	640	131	2,974	—	—	—	—	132	3,614
Microform Reading Room	2,369	96,576	5,909	182,969	—	59,776	—	317,069	8,278	656,390
Music Library xxx	14	968	—	846	—	3,957	—	—	14	5,771
Paterno Library										—
TOTAL: HUMANITIES & HISTORY DIV.	2384	98,184	6,040	186,789	—	63,733	—	317,069	8,424	665,775
Science and Engineering Division										
Biological Sciences Library	—	1,915	692	4,432	—	—	—	—	692	6,347
Chemistry Library	—	1,073	275	1,825	—	1,403	—	—	275	4,301
Engineering Library	156	6,952	60,935	1,077,769	—	—	—	—	61,091	1,084,721
Geology Library	—	40	42	525	—	14	—	—	42	579
Geoscience (Lamont) Library	3	538	1,236	9,448	—	5,153	—	—	1,279	15,139
Mathematics Library	2	166	—	130	—	—	—	—	2	296
Physics Library	—	31	—	62	—	316	—	—	—	409
Psychology Library	—	109	—	2,255	—	—	—	—	—	2,364
Science Library	—	111	—	—	—	—	—	—	—	111
TOTAL: SCIENCE & ENGINEERING DIVISION	161	10,935	63,220	1,096,196	—	6,886	—	—	63,381	1,114,267
Social Science Division										
Business Library	—	3,918	17,767	370,412	—	43,122	—	—	17,767	417,452
Documents Service Center	28	1,119	60,480	289,010	—	—	—	195,140	60,508	485,269
Journalism Library	32	1,424	194	218	—	—	—	—	226	1,642
Lehman Library	313	15,120	−3,696	78,184	—	1,235	—	—	−3,383	94,539
Social Work Library	—	16	—	3,247	—	—	—	—	—	3,263
TOTAL: SOCIAL SCIENCE DIV.	373	21,597	74,745	741,071	—	44,357	—	195,140	75,118	1,002,165
Distinctive Collections										
Avery Library	205	705	7381	8928	—	—	—	—	7586	9,633
Fine Arts Library	—	81	592	812	—	—	—	—	592	893
East Asian Library	261	9652	—	4935	—	—	—	—	261	14,587
Health Sciences Library	9	72	2417	5089	—	—	—	669	2,426	5,830
Law Library	291	9430	9609	65518	—	17,000	32	33,299	9,932	125,247
Rare Book & Manuscript Lib.	23	704	—	—	—	—	—	—	23	704
Columbiana	—	151	—	—	—	—	—	—	—	151
TOTAL: DISTINCTIVE COLLECTIONS	789	20,795	19,999	85,282	—	17,000	32	33968	20,820	157,045
TOTAL CHANGE IN SIZE OF COLLECTIONS:	3,707	151,511	164,004	2,109,338	—	131,976	32	546,177	167,743	2,939,252 OK

x includes Graphic Arts
xx includes General Reference + General Library holdings
xxx in addition: 300 scores; 408 recordings
† in addition: 9 films; 2 phonorecords; 18 videotapes

GIFTS

July 1983 -- June 1984

Month	No. of Donations	Vols.	Mss.	Total Value	of which this is value of Friends Donations	
July	14	30	2,985	$11,825	$5,925	
August	15	42	1,416	$39,112.50	$11,710	
September	8	3	2,478	$3,090	$50	
3 month totals	37	75	6,879	$54,032.50	$17,685.	
October	16	159	61,914	$70,767.50	$22,825	
November	16	32	7,208	$38,695	$30,895	
December	20	259	4,854	$27,151.50	$24,751.50	
3 mo. totals	52	450	73,976	$136,614	$78,471.50	
6 mo. totals	89	525	80,855	$190,646.50	$96,156.50	
January	15	52	13,310	$29,770.50	$22,935.50	
February	16	421	2,491	$27,030	$22,205	
March	8	41	6,181	$5,025	$4,040	
3 mo. totals	39	514	21,982	$61,825.50	$49,180.50	
9 mo. totals	128	1,039	102,837	$252,472.	$145,337.	
April	10	2,655	95	$149,467	$3,090.	
May	8	100	278	$7,580.51	$3,795	
June	25	127	62,538	$115,065	$15,415	
3 mo. totals	43	2,882	62,911	$272,112.51	$22,300	
12 mo. totals	171	3,921	165,748	$524,584.51	$167,637	

Rare Book and Manuscript Library
Quarterly Report, October - December 1983

Introduction. Construction on the new quarters began during the second quarter and continued as scheduled: exterior demolition was completed by the end of October; new steam lines and conduits for electrical cables were installed in the south stairwells on the east and west sides; and the fabricated steel was delivered on December 14 and construction of the frame began shortly after, with completion of this phase scheduled for mid-January, depending on the weather. Fund-raising also continued, with most activity centering on the George D. Woods Memorial Fund. A total of nearly two hundred thousand dollars was received or pledged during the past six months, which brought the amount raised to approximately two million dollars. Fifty-two separate gifts of books and manuscripts were received, comprising 450 volumes and 73,976 manuscripts items, which totaled $136,614 in appraised or estimated value, a figure that is among the highest recorded for any previous quarter. Included among the acquisitions were the papers of Bernard Barber, A. Arthur Schiller and The Law Practice of Alexander Hamilton. Printed materials include the Ben and Alfhild Huebsch library, the Frances Henne collection of rewards of merit, and 265 volumes of Scottish literature received from Coleman O. Parsons. Exceptional gifts of individual rare books and manuscripts were received from Julia Engel, James Gilvarry, Gordon Ray, and William and Marianne Salloch. These, and numerous other significant gifts, were described in the November issue of Columbia Library Columns. Received during the quarter, but not yet appraised, was the Bennett Cerf library presented by his widow, Mrs. Phyllis Cerf Wagner. The fall dinner meeting of the Friends of the Libraries, held on November 3, featured a talk, "On the Selection of Books," by Professor Frank Kermode.--Kenneth A. Lohf, Librarian for Rare Books and Manuscripts.

Rare Book Department. During the past three months, the staff devoted much time and effort to bring two collections under bibliographic control within the department. The first collection had been placed on deposit by Phyllis Cerf Wagner in the summer of 1982 and in November 1983 she presented the books to the Libraries; work was immediately begun on preparing the books for appraisal. Professor Henne's deposit of 420 nineteenth century children's books was arranged, searched and put into acid free envelopes for preservation and bibliographical records were prepared. The quarter was also a busy one for exhibition activities: "Gifts, 1983" was completed and installed on September 21; "Photographs of the Beats and Others by Ann Charters" was completed and installed on December 16; materials have been selected and labels are being completed for "Russians and the West" which will open on February 2 in the Rotunda of Low Library; and work has begun on the exhibition catalog for the treasures exhibit which will be on view at the time of the opening of our new quarters.--Rudolph Ellenbogen, Assistant Librarian, Rare Books.

Manuscript Department. The second quarter saw the completion of a number of processing projects including three current acquisitions and three closed collections that had been stored in the vault for a number of years. In preparation for moving out of room 801 into the new library, the pre-1980 office files of the Friends of the Libary were withdrawn, put in archival containers and shelved on Stack 15. In addition, the general office files are being expanded in anticipation of the move. The remaining twenty cartons of University Development Office files and Alumni News records were moved from the basement of Low Library to Butler for processing. Alison Scott, the new Refrence Librarian/Bibliographer, was trained in December to provide reference service in the Manuscript Reading Room. During the first three weeks of November an unusually large number of reference inquiries were received in the mail, diverting time from processing activities to research and answer many complex reference questions.--Benard R. Crystal, Assistant Library, Manuscripts.

Bakhmeteff Archive. The curator in the last quarter of 1983 devoted a great deal of time to the preparation of the exhibit, "Russians and the West," which will open in Low Library Rotunda in February 1984. Major new acquisitions for the Bakhmeteff Archive include: the papers of the Program for Soviet Emigre Scholars (gift of the Program); additions to papers of the Zernov Family (gift of Militza Zernov); and the first part of the papers of Russian emigre writer Alexander Bacherac. Gifts totaled approximately 41,601 items (chiefly the papers of the above-mentioned Program). In all, approximately 74,001 manuscript and related items were processed for the Archive, primarily the Program and part of the papers of Alexis Goldenweiser, and 46 items received full cataloging.--Stephen D. Corrsin, Curator.

Columbiana Library. During the second quarter the Curator processed and incorporated into the collection several hundred programs, news releases, departmental reports and other printed materials. Important fragile materials from the collection have been identified as requiring preservation, and have been photocopied and/or encapsulated in plastic or acid free folders. Talks and lectures on the collection have been given to many visitors, including archivists from France, Japan, and Dr. Svetlana Askolova, Director of the Institute of History in Moscow, U.S.S.R., who visited at length with the Curator discussing the collection. The Curator has continued to spend considerable time in helping scholars and publishers verify facts and in locating material suitable to illustrate their projects.--Paul R. Palmer, Curator.

Lehman Suite and Papers. The most notable developments of the past quarter in the Lehman Suite have been an increase in readership and the filling of two positions to complete the staff. New registrations for research use are up 20% over last

year; reader visits have doubled and circulation tripled over the previous quarter. At the end of October, Deborah Busby Coclanis returned to the Rare Book and Manuscript Library, replacing Sally Roggia as the Lehman Suite Assistant, and Sara L. Schwartz, a graduate history student, was hired as a GA/BA to process the Frank Altschul Papers. Reprocessing of the Special Correspondence File of the Lehman Papers was completed by GA Aporanee Buatong, and other reprocessing operations are continuing, including major work on the Charles Poletti Papers, which have been damaged by mold and improper storage. The exhibit of Overbrook Press materials was completed and was featured in the November 4 issue of the University Record. In addition to regular classes, the Suite hosted several meetings including the regional Rhodes Scholarship interviews in December. Preliminary inquiries have been made regarding the future restoration of several pieces of silver damaged by neglect and incorrect treatment.--Mary B. Bowling, Curator.

Rare Book and Manuscript Library
Quarterly Report, July - September 1983

Introduction. The primary activity during the first quarter of 1983-1984 centered around the construction of the new quarters for the Library: the final revisions of the architect's plans were made to keep the project within budget; work on the scaffolding and the hoist began on September 1; preliminary demolition of the interior spaces was begun the week of September 19; and the final interior moves of material and furniture of the rare book department were made to the two annexes set up on stack 12. Exterior demolition is scheduled for the week of October 3, and the construction of the steel framework will begin in mid-November. Events of the Friends of the Libraries and the issues of Columbia Library Columns were also planned for the entire year. During the quarter 37 separate donations of books and manuscripts were received, comprising 75 volumes and 6,879 manuscript items, totaling $54,032.50 in appraised or estimated value. The most important of the acquisitions was the Abraham Lincoln letter written to President Charles King, June 26,1861, which had been presumed lost and which turned up in the family papers of the Scottish historian and lawyer, Dr. A. R. Haldane; the Haldane family's gift of the letter to Columbia was reported widely in the national press, and on radio and television. Other gifts included the first installment of the papers of Profesor Robert Gorham Davis; the manuscript of Santayana's The Middle Span received from Corliss Lamont; the 1918 diary of H. M. Lewis which records the invention of the first superheterodyne receivers made for Edwin Armstrong; and an exceptional group of first editions presented by Professor Eleanor Tilton which included Anthony Trollope's Sir Harry Hotspur of Humblethwaite inscribed by Trollope to George Eliot.--Kenneth A. Lohf, Librarian for Rare Books and Manuscripts.

Rare Book Deparment. In anticipation of the start of construction on the new quarters, the card catalog was moved on July 20 into a range on stack 12 that had been cleared of shelves between the west elevators and the south wall. It was not,however, until Wednesday, September 21, that Room 654 was closed. At that time the "East Annex" Reading Room on stack 12 capable of seating nine readers, was opened. The work area for the librarians was moved to the four ranges in the southwest corner of stack 12, known as the "West Annex." On Tuesday, September 6, Alison Scott joined the staff as reference librarian/ bibliographer in the department; she has finished her initial period of training, and her work to date has already significantly affected the additional assignments that Hugh Wilburn has had to carry since the end of January. Work on the project to create a shelflist for the uncataloged Plimpton books is advancing, and we have now reached the halfway point, having typed 5,500 cards. Other projects in the departmnt have been hindered by the lack of general assistants; during the past month only 10 of 60 budgeted hours have been hired.-- Rudolph Ellenbogen, Assistant Librarian, Rare Books.

Manuscript Department. The first quarter has seen the completion of several projects which improve bibliographic control: the files of the literary agent, James Oliver Brown containing 200,000 manuscript items, filed in twelve separate series, have been integrated into three distinct series, now easily accessible through a new register; and the Columbiana Administrative, Departmental and Alumni records, which have been stored on stack 15 since 1980 when they were removed from the last remaining stack room in Low Library, have been completely inventoried and described on catalog cards for the first time. An additional project providing access to data on the history of Columbia University was the preparation of a name and subject list to the Dwight Miner Papers on the History of Columbia University. Since the beginning of the fall semester two general assistants have been hired and trained and are now in the process of sorting and arranging several new collections received during the summer.--Bernard R. Crystal, Assistant Librarian, Manuscripts.

Bakhmeteff Archive. The curator of the Bakhmeteff Archive prepared the final report for the Archive's 1980-83 NEH processing grant. He also began to prepare an exhibition of materials from the Archive, tentatively titled "Russians and the West," which will open in Low Memorial Library Rotunda in February, 1984. One large research collection was given to the Archive in July, the records of the Program for Soviet Emigre Scholars; this is the first significant collection we have which documents the so-called "Third Wave" of Soviet emigrants in the 1970s (gift of the Program). Processing activities have included the records of the Program and recent additions to the papers of Rodion Berezov, an emigre Russian writer. Stephen Corrsin, Curator.

Columbiana Library. During the past three months the librarian has aided departments of the University doing research on the history and development of their units, most notably Columbia College and the School of General Studies. The Office of Development and Alumni Relations has frequently called upon Columbiana to verify facts for their promotional work. The Secretary of the University deposited with us a valuable 18th century English clock for safe-keeping, formerly housed in the Trustees' Room. In spite of vacation schedules and a shortage of staff,the Columbiana Library has completed its project of shelf-reading the entire collection. With the beginning of the new fall term and co-education in the College, we are currently busy helping students with class projects and giving lectures on the collection and the University to a new, eager generation of students and visitors.--Paul R. Palmer, Curator.

Lehman Suite and Papers. Research use and the refinement of processing of the Lehman Papers both continued during the first quarter at a steady rate. Work is nearly complete on the installation of a new exhibit in the Conference Room, featuring the political publications of the Overbrook Press. The NEH Seminars, which began earlier in the summer, continued into August; with the resumption of the academic year, five regularly scheduled classes are now being held here. Work on the Frank Altschul Papers has reached a temporary hiatus, as GA/BA Daniela Miedzyrzecka left to accept a

teaching position; the search for her replacement continues. In addition, Sally Roggia has been appointed to a position at the Conservation Center at Southern Illinois University and has announced her resignation effective October 28, 1983. The search for a new Lehman Suite Assistant is already underway. Several gifts of individual manuscripts were received this quarter, including one from Sir Robert G.A. Jackson, a copy of a recent oral history interview of him about the United Nations Relief and Rehabilitation Administration.--Mary B. Bowling, Curator.

BRC

Annual Report

Columbiana Library

July 2, 1984

Columbiana Library: During the last quarter, the curator has accessioned and started processing two large photograph collections: one from the Office of Alumni Affairs and another from the Physics Department. Many of these are portraits of important scholars and professors, such as Dr. I.I. Rabi, Dr. Enrico Fermi and Dr. John R. Dunning. The curator has received as gifts several scrapbooks with rare early photographs of Columbia, and the library has acquired by purchase a hitherto unknown blue crystal plate with Columbia's seal and crown and other symbols, issued in 1929 commemorating the University's 175th year. We have been host to many foreign visitors, especially from the Orient, and we note that once again the Columbiana Library is listed in the Michelin Guide to New York City which leads scores of French and other European visitors into our domain. The Columbiana Library is also included in the on-line computer directory located on the ground floor of the I.B.M. Gallery of Art and Science at Madison Avenue and East 57th Street.

The curator is planning to check runs of serials in order to complete series which have missing volumes and issues. We are continuing to protect photographs, rare pamphlets, manuscripts, programs and clippings through such preservation techiques as photocopying fragile materials, encapsulation, refoldering and improving storage arrangements. The curator is adding subject headings, as well as correcting and cross-referencing headings, in the information files, as many new subjects and terminology changes are now necessary to meet current research needs to reflect scholarly and University developments.

2. Columbiana Library Annual Report, 1984 (continued)

During the current year the curator worked with the editors of The Papers of Dwight David Eisenhower, Columbia University, volume 10 and 11, ~~The Eisenhower papers~~, Johns Hopkins University, and was acknowledged ~~for assisting with these volumes~~. The curator prepared a list called THE FIRST 90 YEARS, A LIST OF ORIGINAL VARSITY SHOWS AND AUTHORS, listing all of the Varsity Shows with their composers, authors, lyricists, titles and dates from 1894 through 1984, published by the Theatre Arts Divison, School of the Arts, 17 May 1984. This list records some of the earliest efforts of ~~later~~ theatre artists, such as John Erskine, Herman Mankiewicz, Oscar Hammerstein II, Richard Rodgers, Lorenz Hart, Herman Wouk and Terrence McNally, to name a few.

Paul R. Palmer
Curator
~~Columbiana Collection~~

Columbia University in the City of New York | New York, N.Y. 10027

HERBERT H. LEHMAN PAPERS

406 International Affairs Building

QUARTERLY REPORT

April - June 1984

Stability and progress in addressing priorities have been the hallmarks of the Lehman Suite in the past year. Physical improvements this year have included the restoration of five damaged silver pieces and the acquisition of a lucite top for the mahogany conference room table. Substantial reprocessing work has been done on the Lehman and Poletti papers, to better organize and store the materials and make scholarly access to them easier. Significant progress has also been made on the processing of the Frank Altschul Papers, and some research access to those papers has already been made possible. The Suite continued to host classes and meetings, including in this quarter a meeting of the Lehman Foundation to review developments in the Suite since it became part of the Rare Book and Manuscript Library in 1982. Research use of the Suite showed an increase over the previous year: 27 individuals made a total of 52 visits. The largest increase is reflected in the number of items circulated: 24,985, a jump of more than 75%. Improvements in cataloging, together with the availability of parts of the Altschul Papers, account for much of this increase. Although the Suite prepares for a change of staff (both the present curator and assistant are leaving their positions), the continuity of the projects and procedures of the Suite is assured.

July

Mary B. Bowling, Curator

Deborah Coclanis, Assistant

(On June 1 and June 20, respectively)

PURCHASES - FY 1983/84

Books		76
Manuscripts		171
plus	Ms.archive for T.Clark's bio of Kerouac	ca. 200
	Ms.archive for Sassoon's Weald of Youth	
	Bacherac Archive	1800
Photographs		14
Other:		
	Poster	1
	Candlesticks	2
	T.Williams litho port.	1
	T.M.Cleland watercolors, sketches, and drawing.	57
	Caldecott drawings	112

The HERBERT H. LEHMAN Papers

ANNUAL REPORT OF THE CURATOR

1983 - 1984

Columbia University

Introduction. Substantial progess has been made in the past year in addressing the priorities which were established when the Lehman Suite first became a unit of the Rare Book and Manuscript Library in 1982. The major projects accomplished were in the areas of physical improvement and the processing and preservation of collections; the volume of these latter undertakings was particularly enhanced by a full and stable staff. In addition to the Curator, this year's staff included Sally Roggia (to October 1983) and Deborah Coclanis (from October 1983), Assistants and General (student) Assistants Aporanee Buatong and Sara Schwartz, all of whom also helped to manage the increased use of the Suite.

Processing and Preservation. Four collections underwent major processing (two of those are continuing operations). The papers of Charles Poletti, a collection of ten file drawers and nine archival boxes, were completely reprocessed. This procedure included the addition to the collection of a January 1984 gift of approximately ninety items by Governor Poletti; the cleaning of many files, still moldy from earlier existence in warm, damp climates; the replacement of high-acid folders with acid-free folders; the removal to appropriately-sized storage of legal size and other oversize material (especially important for the brittle records of the Allied Military Government) and the consolidation and improvement of the register, or list, of the collection. Until this year, no finding aid existed for the 103-reel microfilm set of the records of the United Nations Relief and Rehabilitation Administration. (The originals of these records are in the Archives of the United Nations, although in some sections the record in the Lehman Suite is more complete than the record at the United Nations, where some files were apparently destroyed after the Lehman Suite's film was made.) Each reel of film was examined and a list of folder headings prepared; the typing of the list will be finished shortly and will result in a guide of more than seventy-five pages. Several large series of the Herbert Lehman Papers have undergone varying degrees of reprocessing: the Special (correspondence) File has received full cataloging and been refoldered; the Senate Bill File has been organized and listed for the first time; and the General Correspondence, 1949-1963 has been refoldered. This is part of an on-going attempt to improve both the arrangement and the storage of the Lehman Papers; since this collection consists of approximately 1.25 million pieces, it is to be expected that this effort will span a number of years.

The processing (arrangement, storage and description) of the Frank Altschul Papers was begun in early 1983 and has been a major focus of activity in the Lehman Suite. A small group of records of the Overbrook Press was made a separate collection and was finished a year ago. Most of the work of arranging, listing and refoldering these files (approximately 225,000 items in thirty-eight file drawers) has been done by student assistants, and the pace of progress has at times been slowed by the demands of their academic schedules, together with the varying degrees of complexity of the different series within the collection. However, in recent months

considerable progress has been made: three short series - The Charles and Camilla Altschul Files, Subject Files and the Writings of Frank Altschul and Others - are finished, the ten file drawers of General Correspondence are arranged, listed, and refoldered, and work is in progress on the Political Files (two drawers) and Organization Files (twenty-five drawers). A temporary register of the collection and card files have been prepared to facilitate access, which is made available to files which have been completely processed. As scholarly interest increases in Frank Altschul and his spheres of activity, the processing of this collection will remain a top priority until its completion.

Physical Improvements. Steps were taken this year to maintain and enhance the facility in several areas. The lighting dimmer board and several pieces of audiovisual equipment were restored to working order, and a lucite top was constructed to protect the mahogany conference room table from further wear and tear. A new microfilm reader table was acquired so that users of the film no longer work in an unsupervised area of the Suite. Five silver items, including pieces by Jensen, Cartier and Tiffany, were sent to conservators Appelbaum and Himmelstein, who removed surface lacquer and the tarnish underneath it.

Activities in the Suite. Research use of the collections showed an increase over the past fiscal year. Twenty-seven individuals made a total of fifty-two visits to the Suite (compared to eighteen researchers and fifty-three visits in 1982/1983). The most notable area in increase of use is in the number of items circulated: 24,985 this year, a jump of more than 75% over the previous year. Improvements in cataloging, together with the availability of parts of the Altschul Papers, account for much of this increase. An additional twenty-seven inquiries were handled by mail. Eleven classes, primarily graduate seminars in history and political science, met in the conference room, which will again host the National Endowment for the Humanities Seminars during the summer. A number of other meetings, including the annual regional Rhodes Scholarship interviews, a meeting marking the creation of the Gannett Center at the University, and an International Symposium on Slavic Cultures, were also held in the Suite. The Lehman Foundation met in May to review many of the developments detailed in this report. The annual exhibit, which opened in the Fall, honored the fiftieth birthday of the Overbrook Press, displaying a number of the political works of the Press, along with letters from Chaim Weitzmann, Adlai E. Stevenson, Dwight D. Eisenhower and Lyndon B. Johnson. The exhibit was featured in the November 4 issue of the University Record.

Goals and Priorities. The maintenance and improvement of the physical condition of the Lehman Suite will continue to be an important consideration. The current project is the repair of a number of locks and hinges on the wooden cabinets in the conference room and study; the International Affairs Building has settled, causing problems in these fittings. Woodwork in the

conference room needs attention, as some of the finish has deteriorated. Heavy construction is presently underway on exterior walls adjacent to the Suite, and this has caused cracking in some of the interior walls. When construction is finished, the cracks will be repaired and the walls repainted. Replacing the wall coverings and draperies in the study may be advisable, since they are beginning to age. The next artifacts to be treated will be the cartoons, which will be re-matted in archival-quality boards. The processing and reprocessing projects will continue. The ongoing work on the Altschul and Lehman papers has already been discussed. In addition, better storage of the voluminous oversize materials and of the phonograph records, tapes and films will be devised.

As these finite operations are completed, more time can be spent exploring ways to make the resources of the Suite better known to the scholarly community. The practice is already in place of adding Lehman Suite catalog entries to the manuscript catalog in Butler, and information will be much further disseminated when Columbia begins to use the Research Libraries Information Network program for archives and manuscripts. Although the Suite's space is limited, growth of the existing collections is welcomed (Charles Poletti and Sir Robert Jackson both added to their papers this year) and it should be possible to consider the acquisition of related archives in the years to come.

Conclusion. As this report is written, the Suite prepares for several staff changes: both the current curator and assistant will leave their positions during the final quarter of the academic year. But the fundamental policies and procedures of the Suite and its position in the Rare Book and Manuscript Library are now firmly established, and the activities outlined in the preceding paragraphs are ensured of continuity. The stability and progress which marked the last fiscal year will doubtless be the distinctive features of the Lehman Suite in the future.

Mary B. Bowling
Curator

June 1984

The HERBERT H. LEHMAN Papers

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1983 - 1984

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Mary B. Bowling
Curator

June 1984

Rare Book and Manuscript Library
Quarterly Report, January - March 1984

Introduction. Despite the severe winter weather, construction of the new Rare Book and Manuscript Library quarters continued on schedule; several weeks of the time lost early in the year will be made up during the next quarter. The steel framework was completed in mid-January and the entire area was closed in during the early part of March; the fireproofing was applied during the second half of March, and the insulation and wall board were installed during March. Electrical work is proceeding ahead of schedule and during the early part of the spring quarter demolition will begin at the entrance area and for several doorways. Furniture, catalog units and the eighteenth century furniture for the Donors Room was selected, and portions of it were placed on order; since furnishings are outside the construction budget, a special fund was established for this purpose, and during the quarter approximately $27,000 in initial gifts was received for the fund. Selection of fabrics for the exhibition cases and the color scheme for the entire Library will be made during the next few months. Preliminary plans were made for the dedication and opening of the new Library to be held on December 4.

On the occasion of the opening of the new Library we plan to issue a commemorative publication that will include a preface by the University Librarian, a history of the collections by the Librarian for Rare Books and Manuscripts, and a catalog of the Library's treasures edited by the Assistant Librarian for Rare Books to which members of the Library staff have contributed entries. The major part of the publication was planned and completed during the quarter; copy will be delivered to Harbor Press early in May; and photographs will be made and sent to the engraver by that time as well.

The Friends of the Libraries and the University Librarian hosted the winter reception which opened the exhibition, "Russians and the West," held in Low Library Rotunda on February 2; the annual Bancroft Awards Dinner sponsored by the Friends was held on March 29. Plans were made for the annual fund drive of the Friends, and the dues letters were prepared during March for mailing on April 3. The thirty-nine separate donations of books and manuscripts received during the quarter added 514 volumes and 21,982 manuscript items to the collections; the total appraised or estimated value of the gifts totaled $61,825.50, with the nine-month total reaching $252,472. Important donations received during the quarter include: additions to the papers of James Clifford; posters of the First World War from John Hazard; additions to the Seymour Melman papers; the Nathan Halper papers; Corliss Lamont's correspondence with the John Masefield family; and photographic portraits and first editions from Mrs. George D. Woods. -- Kenneth A. Lohf, Librarian for Rare Books and Manuscripts.

Rare Book Department: Projects to establish bibliographic control over new books and materials have moved forward during the past quarter: gifts from the Helen Samuels bequest, Kenneth Rapoport, Frank J. Sypher and Helen M.W. Halper were searched, preliminary cataloging records prepared and duplicates compared. Work on the Coleman O. Parsons gift continues apace with his donations. Intensive work continued on the Phyllis Cerf Wagner gift, including sorting the burnt books, segregating salvageable books for other departments, searching the damaged books and comparing duplicates, as well as integrating those volumes to be retained into the earlier gift of the Bennett and Phyllis Cerf Foundation; this project should be completed during the next quarter. Bibliographic work on the Frances Henne Collection of Children's Literature will continue into the next quarter. A major housekeeping effort was started during the quarter, the vacuuming and cleaning of books and shelves in the stack 13 vault; work proceeded rapidly during the intercession; and twelve hours per week have been scheduled for this project during the semester. On Tuesday, March 13, one section of the Montgomery Manuscript Collection suffered water damage as a result of a defective radiator valve. Virtually all of these books have been dried with minimal damage; Paul Banks of the School of Library Service Preservation Program kindly agreed to freeze-dry six volumes which remain in the freezer at this time; Thea Hamman is working on the restoration of several vellum bindings that dried in an extremely warped condition. Preparation for the new quarters continues: draft designs for a new charge slip were created and the Montgomery Collection was cleaned and shifted from the stack 13 vault to make additional space for more frequently used collections of manuscripts which will be moved from stack 14 to the vault on stack 13; these moves should begin once the Cerf gift is completely processed.--Rudolph Ellenbogen, Assistant Librarian for Rare Books.

Manuscript Department. During the third quarter we continued preparations for moving into our new quarters by shifting manuscript collections from the stack 14 vault to the stack 13 vault in order to consolidate all vault collections in a single maximum security space nearer to the new reading room. A second consolidation effort was the interfiling of several auxilliary card files into the Manuscript Card Catalogs, thus reducing the number of separate locations a reader needs to consult when searching for entries. In the course of interfiling, conflicts in forms of entry have been discovered and corrected. To better preserve a series of letters from noted American and European authors written to Brander Matthews who had bound them into copies of his own books, we have removed them, unfolded them, recataloged them and stored them in acid free folders. Of the sixteen collections received during the quarter, ten have been fully processed and described; but because of the lack of general assistants we could not reduce the processing backlog further. During the final quarter of the year we plan to complete the remaining six new collections, including the papers of Eli Cantor, George Plimpton, Francis Plimpton, Nathan Halper,

Randolph Phillips and Curtis Brown Ltd (series 6).-- Bernard R. Crystal, Assistant Librarian, Manuscripts.

Bakhmeteff Archive. Before Stephen Corrsin, the former curator, left in January he prepared three specialized subject guides to holdings in particular areas of strength: Russian emigre literature, philosophers and theologians, and Russians who served in the German Auxiliary units during World War II. Another enhancement of the Archive's bibliographic control was the completion of an item list for the Polish Dissident Press Collection. An addition to the Zernov papers and a new collection, the Bacherac papers, were sorted by the former curator in December and await the arrival of a new curator for full processing. During the three and one-half years that the Archive was being arranged, cataloged and described, all monographs, pamphlets and journals not directly related to an individual collection were set aside; this quarter they were sorted by language and sent to Gifts and Exchanges for handling. In addition, a large group of single issues and scattered runs of twentieth century Slavic language newspapers removed from manuscript collections were also sorted by title and will be forwarded to Slavic Acquisitions for checking against Columbia's holdings. Several preliminary inventories and related notes on collections received by the Archive years ago were reviewed and pertinent items interfiled in the Archives office files. Plans for interviewing candidates for the position of curator will be made in the fourth quarter as soon as the posting period closes on April 28.--Bernard R. Crystal, Assistant Librarian, Manuscripts.

Columbiana Library. During the third quarter we have identified, labeled and incorporated into the collection several hundred photographs of important University personalities and other famous people associated with the University from the files of the late Manny Warman, University photographer from the mid 1940s to the 1980s. Under the librarian's supervision the collection's scrapbooks have been inventoried and stored in numerical order on the north gallery of Low Library, while the framed picture collection in the basement of Low Library has been cleaned, and is being shifted and arranged in a logical sequence. We plan to take an inventory of the framed pictures so that we have an up-to-date listing, and we plan to identify and number the unlisted scrapbooks and framed photographs so that we can complete our files of these holdings. The librarian and his student assistant are continuing to identify and take steps to preserve fragile materials from our vertical files to prevent further deterioration.--Paul R. Palmer, Curator.

Lehman Suite and Papers. In the past three months significant progress has been made on several processing and reprocessing projects in the Lehman Suite. The Charles Poletti Papers have been cleaned and refoldered and the arrangement improved; at the

same time, Mr. Poletti's January 1984 gift of approximately ninety manuscript and printed items was integrated into the collection. The microfilms of the UNRRA archives--more complete in some areas than the film which the United Nations has retained--have been folder-listed; that extensive list is currently being typed. Overlapping groups of Governor Lehman's Senate correspondence have been interfiled, and that major series is now being refoldered. Work on several series of the Frank Altschul Papers, specifically the general correspondence and family papers, is nearly finished. With scholarly interest in Altschul's career steadily increasing, our processing objectives for the next quarter center on the completion of the above-mentioned series and the beginning of the arrangement of Altschul's important organization files.--Mary B. Bowling, Curator.

Rare Book and Manuscript Library
Quarterly Report, January - March 1984

Introduction. Despite the severe winter weather, construction of the new Rare Book and Manuscript Library quarters continued on schedule; several weeks of the time lost early in the year will be made up during the next quarter. The steel framework was completed in mid-January and the entire area was closed in during the early part of March; the fireproofing was applied during the second half of March, and the insulation and wall board were installed during March. Electrical work is proceeding ahead of schedule and during the early part of the spring quarter demolition will begin at the entrance area and for several doorways. Furniture, catalog units and the eighteenth century furniture for the Donors Room was selected, and portions of it were placed on order; since furnishings are outside the construction budget, a special fund was established for this purpose, and during the quarter approximately $27,000 in initial gifts was received for the fund. Selection of fabrics for the exhibition cases and the color scheme for the entire Library will be made during the next few months. Preliminary plans were made for the dedication and opening of the new Library to be held on December 4.

On the occasion of the opening of the new Library we plan to issue a commemorative publication that will include a preface by the University Librarian, a history of the collections by the Librarian for Rare Books and Manuscripts, and a catalog of the Library's treasures edited by the Assistant Librarian for Rare Books to which members of the Library staff have contributed entries. The major part of the publication was planned and completed during the quarter; copy will be delivered to Harbor Press early in May; and photographs will be made and sent to the engraver by that time as well.

The Friends of the Libraries and the University Librarian hosted the winter reception which opened the exhibition, "Russians and the West," held in Low Library Rotunda on February 2; the annual Bancroft Awards Dinner sponsored by the Friends was held on March 29. Plans were made for the annual fund drive of the Friends, and the dues letters were prepared during March for mailing on April 3. The thirty-nine separate donations of books and manuscripts received during the quarter added 514 volumes and 21,982 manuscript items to the collections; the total appraised or estimated value of the gifts totaled $61,825.50, with the nine-month total reaching $252,472. Important donations received during the quarter include: additions to the papers of James Clifford; posters of the First World War from John Hazard; additions to the Seymour Melman papers; the Nathan Halper papers; Corliss Lamont's correspondence with the John Masefield family; and photographic portraits and first editions from Mrs. George D. Woods. -- Kenneth A. Lohf, Librarian for Rare Books and Manuscripts.

Rare Book Department: Projects to establish bibliographic control over new books and materials have moved forward during the past quarter: gifts from the Helen Samuels bequest, Kenneth Rapoport, Frank J. Sypher and Helen M.W. Halper were searched, preliminary cataloging records prepared and duplicates compared. Work on the Coleman O. Parsons gift continues apace with his donations. Intensive work continued on the Phyllis Cerf Wagner gift, including sorting the burnt books, segregating salvageable books for other departments, searching the damaged books and comparing duplicates, as well as integrating those volumes to be retained into the earlier gift of the Bennett and Phyllis Cerf Foundation; this project should be completed during the next quarter. Bibliographic work on the Frances Henne Collection of Children's Literature will continue into the next quarter. A major housekeeping effort was started during the quarter, the vacuuming and cleaning of books and shelves in the stack 13 vault; work proceeded rapidly during the intercession; and twelve hours per week have been scheduled for this project during the semester. On Tuesday, March 13, one section of the Montgomery Manuscript Collection suffered water damage as a result of a defective radiator valve. Virtually all of these books have been dried with minimal damage; Paul Banks of the School of Library Service Preservation Program kindly agreed to freeze-dry six volumes which remain in the freezer at this time; Thea Hamman is working on the restoration of several vellum bindings that dried in an extremely warped condition. Preparation for the new quarters continues: draft designs for a new charge slip were created and the Montgomery Collection was cleaned and shifted from the stack 13 vault to make additional space for more frequently used collections of manuscripts which will be moved from stack 14 to the vault on stack 13; these moves should begin once the Cerf gift is completely processed.--Rudolph Ellenbogen, Assistant Librarian for Rare Books.

Manuscript Department. During the third quarter we continued preparations for moving into our new quarters by shifting manuscript collections from the stack 14 vault to the stack 13 vault in order to consolidate all vault collections in a single maximum security space nearer to the new reading room. A second consolidation effort was the interfiling of several auxilliary card files into the Manuscript Card Catalogs, thus reducing the number of separate locations a reader needs to consult when searching for entries. In the course of interfiling, conflicts in forms of entry have been discovered and corrected. To better preserve a series of letters from noted American and European authors written to Brander Matthews who had bound them into copies of his own books, we have removed them, unfolded them, recataloged them and stored them in acid free folders. Of the sixteen collections received during the quarter, ten have been fully processed and described; but because of the lack of general assistants we could not reduce the processing backlog further. During the final quarter of the year we plan to complete the remaining six new collections, including the papers of Eli Cantor, George Plimpton, Francis Plimpton, Nathan Halper,

Randolph Phillips and Curtis Brown Ltd (series 6).-- Bernard R. Crystal, Assistant Librarian, Manuscripts.

Bakhmeteff Archive. Before Stephen Corrsin, the former curator, left in January he prepared three specialized subject guides to holdings in particular areas of strength: Russian emigre literature, philosophers and theologians, and Russians who served in the German Auxiliary units during World War II. Another enhancement of the Archive's bibliographic control was the completion of an item list for the Polish Dissident Press Collection. An addition to the Zernov papers and a new collection, the Bacherac papers, were sorted by the former curator in December and await the arrival of a new curator for full processing. During the three and one-half years that the Archive was being arranged, cataloged and described, all monographs, pamphlets and journals not directly related to an individual collection were set aside; this quarter they were sorted by language and sent to Gifts and Exchanges for handling. In addition, a large group of single issues and scattered runs of twentieth century Slavic language newspapers removed from manuscript collections were also sorted by title and will be forwarded to Slavic Acquisitions for checking against Columbia's holdings. Several preliminary inventories and related notes on collections received by the Archive years ago were reviewed and pertinent items interfiled in the Archives office files. Plans for interviewing candidates for the position of curator will be made in the fourth quarter as soon as the posting period closes on April 28.--Bernard R. Crystal, Assistant Librarian, Manuscripts.

Columbiana Library. During the third quarter we have identified, labeled and incorporated into the collection several hundred photographs of important University personalities and other famous people associated with the University from the files of the late Manny Warman, University photographer from the mid 1940s to the 1980s. Under the librarian's supervision the collection's scrapbooks have been inventoried and stored in numerical order on the north gallery of Low Library, while the framed picture collection in the basement of Low Library has been cleaned, and is being shifted and arranged in a logical sequence. We plan to take an inventory of the framed pictures so that we have an up-to-date listing, and we plan to identify and number the unlisted scrapbooks and framed photographs so that we can complete our files of these holdings. The librarian and his student assistant are continuing to identify and take steps to preserve fragile materials from our vertical files to prevent further deterioration.--Paul R. Palmer, Curator.

Lehman Suite and Papers. In the past three months significant progress has been made on several processing and reprocessing projects in the Lehman Suite. The Charles Poletti Papers have been cleaned and refoldered and the arrangement improved; at the

same time, Mr. Poletti's January 1984 gift of approximately ninety manuscript and printed items was integrated into the collection. The microfilms of the UNRRA archives--more complete in some areas than the film which the United Nations has retained--have been folder-listed; that extensive list is currently being typed. Overlapping groups of Governor Lehman's Senate correspondence have been interfiled, and that major series is now being refoldered. Work on several series of the Frank Altschul Papers, specifically the general correspondence and family papers, is nearly finished. With scholarly interest in Altschul's career steadily increasing, our processing objectives for the next quarter center on the completion of the above-mentioned series and the beginning of the arrangement of Altschul's important organization files.--Mary B. Bowling, Curator.

Rare Book and Manuscript Library
Quarterly Report, October - December 1983

Introduction. Construction on the new quarters began during the second quarter and continued as scheduled: exterior demolition was completed by the end of October; new steam lines and conduits for electrical cables were installed in the south stairwells on the east and west sides; and the fabricated steel was delivered on December 14 and construction of the frame began shortly after, with completion of this phase scheduled for mid-January, depending on the weather. Fund-raising also continued, with most activity centering on the George D. Woods Memorial Fund. A total of nearly two hundred thousand dollars was received or pledged during the past six months, which brought the amount raised to approximately two million dollars. Fifty-two separate gifts of books and manuscripts were received, comprising 450 volumes and 73,976 manuscripts items, which totaled $136,614 in appraised or estimated value, a figure that is among the highest recorded for any previous quarter. Included among the acquisitions were the papers of Bernard Barber, A. Arthur Schiller and The Law Practice of Alexander Hamilton. Printed materials include the Ben and Alfhild Huebsch library, the Frances Henne collection of rewards of merit, and 265 volumes of Scottish literature received from Coleman O. Parsons. Exceptional gifts of individual rare books and manuscripts were received from Julia Engel, James Gilvarry, Gordon Ray, and William and Marianne Salloch. These, and numerous other significant gifts, were described in the November issue of Columbia Library Columns. Received during the quarter, but not yet appraised, was the Bennett Cerf library presented by his widow, Mrs. Phyllis Cerf Wagner. The fall dinner meeting of the Friends of the Libraries, held on November 3, featured a talk, "On the Selection of Books," by Professor Frank Kermode.--Kenneth A. Lohf, Librarian for Rare Books and Manuscripts.

Rare Book Department. During the past three months, the staff devoted much time and effort to bring two collections under bibliographic control within the department. The first collection had been placed on deposit by Phyllis Cerf Wagner in the summer of 1982 and in November 1983 she presented the books to the Libraries; work was immediately begun on preparing the books for appraisal. Professor Henne's deposit of 420 nineteenth century children's books was arranged, searched and put into acid free envelopes for preservation and bibliographical records were prepared. The quarter was also a busy one for exhibition activities: "Gifts, 1983" was completed and installed on September 21; "Photographs of the Beats and Others by Ann Charters" was completed and installed on December 16; materials have been selected and labels are being completed for "Russians and the West" which will open on February 2 in the Rotunda of Low Library; and work has begun on the exhibition catalog for the treasures exhibit which will be on view at the time of the opening of our new quarters.--Rudolph Ellenbogen, Assistant Librarian, Rare Books.

Manuscript Department. The second quarter saw the completion of a number of processing projects including three current acquisitions and three closed collections that had been stored in the vault for a number of years. In preparation for moving out of room 801 into the new library, the pre-1980 office files of the Friends of the Libary were withdrawn, put in archival containers and shelved on Stack 15. In addition, the general office files are being expanded in anticipation of the move. The remaining twenty cartons of University Development Office files and Alumni News records were moved from the basement of Low Library to Butler for processing. Alison Scott, the new Refrence Librarian/Bibliographer, was trained in December to provide reference service in the Manuscript Reading Room. During the first three weeks of November an unusually large number of reference inquiries were received in the mail, diverting time from processing activities to research and answer many complex reference questions.--Benard R. Crystal, Assistant Library, Manuscripts.

Bakhmeteff Archive. The curator in the last quarter of 1983 devoted a great deal of time to the preparation of the exhibit, "Russians and the West," which will open in Low Library Rotunda in February 1984. Major new acquisitions for the Bakhmeteff Archive include: the papers of the Program for Soviet Emigre Scholars (gift of the Program); additions to papers of the Zernov Family (gift of Militza Zernov); and the first part of the papers of Russian emigre writer Alexander Bacherac. Gifts totaled approximately 41,601 items (chiefly the papers of the above-mentioned Program). In all, approximately 74,001 manuscript and related items were processed for the Archive, primarily the Program and part of the papers of Alexis Goldenweiser, and 46 items received full cataloging.--Stephen D. Corrsin, Curator.

Columbiana Library. During the second quarter the Curator processed and incorporated into the collection several hundred programs, news releases, departmental reports and other printed materials. Important fragile materials from the collection have been identified as requiring preservation, and have been photocopied and/or encapsulated in plastic or acid free folders. Talks and lectures on the collection have been given to many visitors, including archivists from France, Japan, and Dr. Svetlana Askolova, Director of the Institute of History in Moscow, U.S.S.R., who visited at length with the Curator discussing the collection. The Curator has continued to spend considerable time in helping scholars and publishers verify facts and in locating material suitable to illustrate their projects.--Paul R. Palmer, Curator.

Lehman Suite and Papers. The most notable developments of the past quarter in the Lehman Suite have been an increase in readership and the filling of two positions to complete the staff. New registrations for research use are up 20% over last

year; reader visits have doubled and circulation tripled over the previous quarter. At the end of October, Deborah Busby Coclanis returned to the Rare Book and Manuscript Library, replacing Sally Roggia as the Lehman Suite Assistant, and Sara L. Schwartz, a graduate history student, was hired as a GA/BA to process the Frank Altschul Papers. Reprocessing of the Special Correspondence File of the Lehman Papers was completed by GA Aporanee Buatong, and other reprocessing operations are continuing, including major work on the Charles Poletti Papers, which have been damaged by mold and improper storage. The exhibit of Overbrook Press materials was completed and was featured in the November 4 issue of the University Record. In addition to regular classes, the Suite hosted several meetings including the regional Rhodes Scholarship interviews in December. Preliminary inquiries have been made regarding the future restoration of several pieces of silver damaged by neglect and incorrect treatment.--Mary B. Bowling, Curator.

Rare Book and Manuscript Library
Quarterly Report, July - September 1983

Introduction. The primary activity during the first quarter of 1983-1984 centered around the construction of the new quarters for the Library: the final revisions of the architect's plans were made to keep the project within budget; work on the scaffolding and the hoist began on September 1; preliminary demolition of the interior spaces was begun the week of September 19; and the final interior moves of material and furniture of the rare book department were made to the two annexes set up on stack 12. Exterior demolition is scheduled for the week of October 3, and the construction of the steel framework will begin in mid-November. Events of the Friends of the Libraries and the issues of Columbia Library Columns were also planned for the entire year. During the quarter 37 separate donations of books and manuscripts were received, comprising 75 volumes and 6,879 manuscript items, totaling $54,032.50 in appraised or estimated value. The most important of the acquisitions was the Abraham Lincoln letter written to President Charles King, June 26,1861, which had been presumed lost and which turned up in the family papers of the Scottish historian and lawyer, Dr. A. R. Haldane; the Haldane family's gift of the letter to Columbia was reported widely in the national press, and on radio and television. Other gifts included the first installment of the papers of Profesor Robert Gorham Davis; the manuscript of Santayana's The Middle Span received from Corliss Lamont; the 1918 diary of H. M. Lewis which records the invention of the first superheterodyne receivers made for Edwin Armstrong; and an exceptional group of first editions presented by Professor Eleanor Tilton which included Anthony Trollope's Sir Harry Hotspur of Humblethwaite inscribed by Trollope to George Eliot.—Kenneth A. Lohf, Librarian for Rare Books and Manuscripts.

Rare Book Deparment. In anticipation of the start of construction on the new quarters, the card catalog was moved on July 20 into a range on stack 12 that had been cleared of shelves between the west elevators and the south wall. It was not,however, until Wednesday, September 21, that Room 654 was closed. At that time the "East Annex" Reading Room on stack 12 capable of seating nine readers, was opened. The work area for the librarians was moved to the four ranges in the southwest corner of stack 12, known as the "West Annex." On Tuesday, September 6, Alison Scott joined the staff as reference librarian/ bibliographer in the department; she has finished her initial period of training, and her work to date has already significantly affected the additional assignments that Hugh Wilburn has had to carry since the end of January. Work on the project to create a shelflist for the uncataloged Plimpton books is advancing, and we have now reached the halfway point, having typed 5,500 cards. Other projects in the departmnt have been hindered by the lack of general assistants; during the past month only 10 of 60 budgeted hours have been hired.— Rudolph Ellenbogen, Assistant Librarian, Rare Books.

Manuscript Department. The first quarter has seen the completion of several projects which improve bibliographic control: the files of the literary agent, James Oliver Brown containing 200,000 manuscript items, filed in twelve separate series, have been integrated into three distinct series, now easily accessible through a new register; and the Columbiana Administrative, Departmental and Alumni records, which have been stored on stack 15 since 1980 when they were removed from the last remaining stack room in Low Library, have been completely inventoried and described on catalog cards for the first time. An additional project providing access to data on the history of Columbia University was the preparation of a name and subject list to the Dwight Miner Papers on the History of Columbia University. Since the beginning of the fall semester two general assistants have been hired and trained and are now in the process of sorting and arranging several new collections received during the summer.--Bernard R. Crystal, Assistant Librarian, Manuscripts.

Bakhmeteff Archive. The curator of the Bakhmeteff Archive prepared the final report for the Archive's 1980-83 NEH processing grant. He also began to prepare an exhibition of materials from the Archive, tentatively titled "Russians and the West," which will open in Low Memorial Library Rotunda in February, 1984. One large research collection was given to the Archive in July, the records of the Program for Soviet Emigre Scholars; this is the first significant collection we have which documents the so-called "Third Wave" of Soviet emigrants in the 1970s (gift of the Program). Processing activities have included the records of the Program and recent additions to the papers of Rodion Berezov, an emigre Russian writer. Stephen Corrsin, Curator.

Columbiana Library. During the past three months the librarian has aided departments of the University doing research on the history and development of their units, most notably Columbia College and the School of General Studies. The Office of Development and Alumni Relations has frequently called upon Columbiana to verify facts for their promotional work. The Secretary of the University deposited with us a valuable 18th century English clock for safe-keeping, formerly housed in the Trustees' Room. In spite of vacation schedules and a shortage of staff,the Columbiana Library has completed its project of shelf-reading the entire collection. With the beginning of the new fall term and co-education in the College, we are currently busy helping students with class projects and giving lectures on the collection and the University to a new, eager generation of students and visitors.--Paul R. Palmer, Curator.

Lehman Suite and Papers. Research use and the refinement of processing of the Lehman Papers both continued during the first quarter at a steady rate. Work is nearly complete on the installation of a new exhibit in the Conference Room, featuring the political publications of the Overbrook Press. The NEH Seminars, which began earlier in the summer, continued into August; with the resumption of the academic year, five regularly scheduled classes are now being held here. Work on the Frank Altschul Papers has reached a temporary hiatus, as GA/BA Daniela Miedzyrzecka left to accept a

teaching position; the search for her replacement continues. In addition, Sally Roggia has been appointed to a position at the Conservation Center at Southern Illinois University and has announced her resignation effective October 28, 1983. The search for a new Lehman Suite Assistant is already underway. Several gifts of individual manuscripts were received this quarter, including one from Sir Robert G.A. Jackson, a copy of a recent oral history interview of him about the United Nations Relief and Rehabilitation Administration.--Mary B. Bowling, Curator.